

TOHONO O'ODHAM NATION

Job Announcement

Legislative Branch

P.O. Box 837

Sells, Arizona 85634

(520) 383-2470

(520) 383-2479 fax



POSITION TITLE:	Maintenance Technician	CLASSIFICATION:	Non-Exempt
OPENING DATE:	September 4, 2020	CLOSING DATE:	October 9, 2020
STATUS:	Probationary/Permanent/Full	HOURS/WORK:	40
SUPERVISOR:	Maintenance Technician I	JOB LOCATION:	Sells Arizona
SALARY:	\$31,677.45		

POSITION SUMMARY:

Responsible for the maintenance, upkeep and repair of the grounds, buildings and equipment of the Legislative Branch.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

MINIMUM QUALIFICATIONS:

High School Diploma or GED plus six months maintenance experience; or equivalent combination of education and experience; current valid Arizona Driver's License. No DUI's or major traffic offenses in the past three (3) years. Bilingual O'odham/English preferred.

APPLICATION/INFORMATION: Applications are available on our web site www.tolc.gov can also be obtained at the Tohono O'odham Legislative Branch front door, copy of your high school/GED Certificate, training certificates and/or college transcripts. Authorization to release information document, clerical skills/job matching and (3) references to:

**Tohono O'odham Legislative Branch
P.O. Box 837
Sells, Arizona 85634**

You may also submit your application through email to Administrative Assistant, Mary Saunders, mary.saunders@tonation-nsn.gov, or through Legislative Branch's mail box located in the Tohono O'odham Property & Supply in a sealed envelope.

• **ALL INTERVIEWS WILL BE CONDUCTED VIRTUALLY**

Questions regarding this position may be directed in writing to the foregoing address or call (520) 383-2470.

Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation. (2) enrolled members of other nations tribes, (3) other candidates. The Tohono O'odham Nation Legislative Branch provides equal employment opportunities.